

LOWER PAXTON TOWNSHIP
BOARD OF SUPERVISORS

Minutes of Special Workshop Board Meeting held May 30, 20066

A special workshop meeting of the Board of Supervisors of Lower Paxton Township was called to order at 5:37 p.m. by Chairman William B. Hawk on the above date in the Lower Paxton Township Municipal Center, 425 Prince Street, Harrisburg, Pennsylvania.

Supervisors present in addition to Mr. Hawk were: William C. Seeds, Sr., William L. Hornung, Gary A. Crissman, and David B. Blain.

Also in attendance were George Wolfe, Township Manager; Steve Stine, Township Solicitor; Donna Speakman, Finance Director; Bill Weaver, Authority Director; Sam Robbins, Public Works Director, Brian Luetchford, Parks and Recreation Director; and Daniel Bair, Public Safety Director/Police Chief.

Pledge of Allegiance

Mr. Blain led the recitation of the Pledge of Allegiance.

Public Comment

No public comment was presented.

OLD BUSINESS

Review of the 2005 Annual Report

Mr. Wolfe explained that he would focus on the Executive Summary from the 2005 Annual Report. He noted that the main purpose for the meeting was to brainstorm for a projected five-year budget, and it would be helpful to review the annual report. He explained that the annual report is prepared, at a department level, with individuals from the Community Development Department comprising the information for their report.

Mr. Wolfe noted that, on the third page of the Executive Summary, it shows that the Board of Supervisors adopted a Vision Statement, Mission Statement, and a Slogan. He noted that the Township obtain \$2.65 million in federal funds for project construction for the Village of Linglestown project. He noted that the Nyes Road corridor project is included in the PENNDOT watch list, and PENNDOT is soliciting engineers to design work from Union Deposit Road south on Nyes Road. He noted that the Township joined the West Shore Council of Government, and also formed an Audit Committee.

Mr. Wolfe noted that the Finance Department ended a General Fund balance with \$37,728, and transferred, from the Operating Funds for 2005 \$670,193 for capital projects,

therefore, the surplus was under-represented since the Township was using a good portion of the surplus for on-going capital projects. He noted that, at the end of the year 2005, the General Fund balance was \$10,289,502, and the Township Authority has over \$28 million on account. In addition, the Township became GASB 45 compliant with the preparation of a post-retirement medical benefit actuarial evaluation.

Mr. Wolfe noted that last year was the first full year of implementation of the Uniformed Construction Code for the Community Development Department. He noted that the New Zoning Ordinance and Map has been prepared, and the Board of Supervisors has scheduled a public hearing for July 11, 2006. He noted that the New Zoning Ordinance was delivered to the Dauphin County and Lower Paxton Township Planning Commissions and the 45-day clock has started.

Mr. Wolfe noted that Community Development Department's fees were increased by 5%, and the recreation fee-in-lieu was increased to \$2,300 in 2005. He noted that the overall development activity has remained very robust.

Mr. Wolfe noted that the Health Department in conjunction with the Public Works Department has entered into the second year of the yard waste collection. In addition, the methane gas collection system project was completed, and the Township is the recipient of two large recycling grants from PA DEP. Ms. Speakman noted that neither of the grants has been received to date.

Mr. Wolfe noted that the Parks and Recreation Department provided programs to 10,544 participants. He explained that the Thomas B. George Jr. Park construction continues, and more discussion needs to be held regarding the Wolfensberger Tract. He noted that the Township implemented lease agreements with the Central Dauphin School district to use the Paxtonia Ball Fields and the football field at Central Dauphin East High School.

Mr. Wolfe noted that the Friendship Community Center (FCC) provided 517 programs to 7,561 participants, and the membership number is currently 2,333, which represents more than 5,000 individuals. He noted that the FCC ended the Enterprise Fund with a minor deficit in 2005.

Mr. Wolfe noted that the Parks and Recreation and Sewer Departments combined efforts to conduct a Nyes Road corridor study. He noted that the U.S. Army Corps of Engineers required the permits for the study the for Thomas B. George Jr. Park construction, and this will be used to identify future community and environmental projects that will be funded by the sanitary sewer overflow funds.

Mr. Wolfe explained that the Police Department was accredited in 2005. He noted that 2003-Vision Plan increased the number of sworn police officers from 48 to 57, and the 2006 Vision Plan was adopted by the Board member's, with hiring subject to budget approval. He noted that the new Plan would raise the complement of police officers from 57 to 62 . He noted that, as a result of this, the Police Department has been very active, and the most telling statistics is that, since 2002, traffic enforcement has increased by nearly 300%, while traffic accidents have decreased by 22%.

Mr. Wolfe noted that the Police Department has implemented the INSTEP Program which is used to calm traffic through enforcement in selected areas, and he explained that the number of speeding complaints in neighborhoods has decreased significantly. He noted that the Township continues to fund the Community Service Officer (CSO) program, as well as the Juvenile Alternative Sentencing Program (JASP), and the Township recently partnered with the Victim Witness Program, to provide services for victims and witnesses of criminal activities in-house.

Mr. Wolfe noted that the three fire companies responded to over 800 joint-incidents responses in 2005, with each company responding to roughly 500 calls per year.

Mr. Wolfe noted that the Public Works Department continued to maintain 190 miles of roadway and 34 signalized intersections. He noted that they also maintain all the Township parks and run the yard waste program. In addition, they resurfaced eight miles of road last year, and are looking into an intensive and selective roadway maintenance program.

Mr. Wolfe noted that the traffic signals were converted to LED lights last year at a significant cost saving for electric use, and the Public Works Department also assisted the I & I rehabilitation crews. He noted that the Page Road Extension should be completed in the near future, providing a necessary link to a north/south corridor.

Mr. Wolfe noted that the Sewer Department has over \$28 million earmarked for capital projects, and sewer fees were increased to amortize bond payments. He noted that the current fee is \$90 per quarter. He noted that the Sewer Department is implementing a large number of construction projects, and the Beaver Creek Wet Weather Treatment Plant is two and a half years behind schedule based on the fact that PA DEP will not issue a permit for the plant.

Mr. Blain noted that the Township is a very busy and active Township and much is going on in all the departments.

Mr. Seeds questioned when the road would be built for the Thomas B. George Jr. Park. Mr. Luetchford answered that the stone driveway would be installed in June. Mr. Wolfe noted

that there would be a change order for this work for the next business meeting. He noted that the area of the driveway to the northeast parking lot would be paved and stoned next year. Mr. Seeds questioned if the Township has passed all the requirements from PA DEP. Mr. Luetchford answered that nothing new has been requested to date.

Mr. Crissman questioned when the dedication would be held for the East Annex at the FCC. Mr. Wolfe answered that invitations were sent out and the date and time is Tuesday, June 13th at 11:30 a.m. Mr. Luetchford noted that there was a small problem with the color selection and depth for the floor tile.

Mr. Seeds questioned how much money was budgeted for the Possibility Place playground. Mr. Luetchford answered that \$75,000 was budgeted. Mr. Seeds questioned if the funds would be transferred to the Inspired Recreation Group. Mr. Wolfe answered that this is a decision that the Board of Supervisors must make. He suggested that a document, stipulating how the funds could be drawn, should be developed. Mr. Blain suggested that the Inspired Recreation Group could submit invoices to the Township. Mr. Wolfe noted that they are most likely not following the Township's procurement policies.

Mr. Seeds questioned if the Township could pay for the playground surface, noting that the type of surface to be used has not been decided upon. Mr. Hawk noted that he heard that Inspired Recreation Group needed \$14,000 to complete the surface. Mr. Seeds explained that Mark Sherron, who has contacts with Armstrong Flooring, wanted to provide an experimental surface for the playground. He noted that this would be provided at a lesser cost since it would be used as a test site. Mr. Seeds noted that Mr. Sherron made a presentation to the Board of Possibility Place. Mr. Luetchford noted that the Committee had decided on one particular type of surface, but then they decided to revisit two or three other contractors before making a final decision. Mr. Hawk noted that he heard that they wanted to use the pour-in-place surface, and that it would cost \$15,000. Mr. Blain suggested that it might be in the range of \$60,000 to \$70,000. Mr. Crissman noted that, the last he heard, the Committee did not have enough funds to complete the project, and that they were soliciting funds for the flooring. Mr. Hawk suggested that the project was short \$40,000.

Mr. Wolfe explained that Inspired Recreation is counting on the \$75,000 donation from the Township. He questioned what mechanism would be use to ensure the accountable to the Township for the fund's use. He noted that he was told that the Committee would lose the discount payments for invoices if they do not receive the funds soon. Mr. Wolfe questioned Mr. Stine if the Township could give the money outright to the group. Mr. Stine answered that it

would be allowed. Mr. Blain noted that that would be the easy way to do it. Mr. Wolfe noted that the Township would lose accountability. Mr. Blain noted that several of the Supervisors have been very active in the project, and there would be accountability. Mr. Hawk stated that the Township would have accountability for the spending. Mr. Crissman noted that he would want some type of accounting report. Mr. Blain suggested that that is a fair request. Mr. Crissman suggested that a ledger showing expenses would provide a good accounting for the community. He suggested that the Koons Park Swim Club might also seek contributions from the Township; therefore, he would like to see some accountability from the Inspired Recreation Group. He suggested that the invoice may have to be related to the basic park equipment.

Mr. Seeds noted that he would like to see Mr. Luetchford more involved with the wearing surface purchase since it is very controversial. Mr. Crissman noted that he thought that Mr. Luetchford was more involved in the project. Mr. Luetchford noted that he has not been involved in the decision making process up to this point, however, he told the Committee that he wanted to be involved in the surface decision process. Mr. Crissman suggested that Mr. Luetchford should be a part of the decision making process for the entire playground since the Township would be liable for it once it accepts ownership. He noted that the liability for an injured child would fall upon the Township and someone from the Township should be represented in the decision making process. Mr. Crissman noted that the playground is located on Township property.

Mr. Wolfe noted that one condition that the Board placed upon the organization was that they were to provide an escrow account for future maintenance, and he has not heard anything about that. He noted that it was included in the original resolution. Mr. Wolfe noted that the Township has an auditable requirement in the maintenance escrow account. He noted that the Township could eliminate it if it wanted to. Mr. Seeds noted that he wanted to ensure that the best deal for the best surface is attained. Mr. Hawk stated that he is more concerned with the surface materials, because the Leather's program would not install a questionable product. He noted that he would like to know where the money is going. Mr. Blain suggested that the money could be given, but explain that it must be accounted for.

Mr. Wolfe questioned Mr. Stine if this could be accomplished through an agreement or a resolution. Mr. Stine noted that it could be done by either. Mr. Wolfe noted that he could prepare a resolution for the next business meeting. Mr. Crissman questioned if the accountability ledgers should be produced after the money is spent, or while the money is spent. Mr. Blain suggested that they should be requested to explain how the \$75,000 would be spent now, and to produce

the ledgers as the money is spent. He noted that this would justify the requirement to show how the money was spent. Mr. Wolfe questioned if the funds should be released on quarterly draws based upon submission of bills. Mr. Blain stated that they should be given the money outright. Mr. Crissman noted that he wants it clearly understood that Mr. Luetchford would be part of the process to protect the Township's interests. He noted that he is looking down the road, five years from now, and noted if someone was injured, he would want to be able to answer that the Township was involved in the process.

Mr. Blain questioned if a building inspector would need to inspect the construction. Mr. Luetchford suggested that the playground should be inspected. Mr. Crissman questioned if a footer was poured for a tree house, and if the tree house collapsed due to shoddy footer work, who would be responsible. Mr. Blain noted that a building inspector should be present to inspect the work that is being completed.

Review of the 1st Quarter 2006 Key Indicator Report

Mr. Wolfe noted that the General Fund budget for the 2005 fiscal year was \$16,952,420 as compared to \$18,429,204 for the 2006 fiscal year. The General Fund Balance at the end of year was \$10,289,502. He noted that the Fire Equipment Capital Fund balance is \$472,227, and the FCC Operating Fund ended the 2005 fiscal year with a deficit of \$19,399 on revenues of \$1,878,073 against expenditures of \$1,897,472. He noted that the FCC Capital Reserve Fund possessed a year-end balance of \$467,617.

Mr. Wolfe noted that the Lowe Paxton Township Authority (LPTA) ended 2005 with a surplus of \$364,656 on revenues of \$11,163,991 against expenditures of \$10,799,255. He noted that the Township administered over \$22 million in pension funds. He noted that the Township became GASB 45 compliant in 2005, and the Township's Audit Committee attempted to implement portions of the federal Sarbanes-Oxley Act.

Mr. Wolfe noted that expenditures have been increasing more than revenues over the past several years. He noted that in the past five years the expenditures has gone up 6.9%, where as revenues have grown on average of 5%. He noted that in 2005, the Emergency Municipal Services Tax was implemented with the reduction of the real estate taxes, and the net result was an additional \$775,000 in revenue in 2005. He noted that this issue had been addressed temporarily through the new tax, but the trend can expect to continue as the Township tries to address the need to provide for additional services for a growing community.

Mr. Wolfe noted that there is \$10 million in the Township's General Fund Balance as a result of the years 1985 through 2000 in which the year-end surpluses amounted to \$8.5 million.

In addition, the Township borrowed in 2002 for capital projects, and has relied on borrowed funds for capital projects as opposed to using the General Fund Balance. He noted that for the last five years the year-end surplus has shown a trend of revenues and expenditures being equal, and the General Fund Balance has not grown. He noted that the only reason it hasn't fallen is because the Township has spent the bond funds borrowed in 2002.

Mr. Wolfe noted that the Township has been very aggressive in its capital projects and in the past five years have transferred nearly \$10 million to the General Improvement Fund for on-going capital projects. He noted that the General Fund Budget has grown due the increase in services that are necessary for the community. He noted that the Township has spent \$9.7 million for capital projects, such as the new municipal center.

Mr. Wolfe noted that the purpose of the meeting is to discuss where the Township needs to go in the years to come, knowing that the Township has a significant savings account, but that the fund is not growing. He noted that there are increased demands for Township services and the Township has identified capital needs. He noted that the Community General Osteopathic Hospital and Stray Winds Farm developments identify the need for five new traffic signals, and Nyes Road needs to be improved, which is estimated at \$10 million, the Township's share being \$2 million. He noted that the purpose of the meeting is to identify the Township's long-term needs, and what direction the Board of Supervisors wants to go.

NEW BUSINESS

Review of the Vision, Mission, and Slogan Statements

Mr. Wolfe provided a copy of the Vision, Mission and Slogan statements to refresh everyone's minds.

2005 Goals and Objectives

Mr. Wolfe noted that the Township had detailed goals and objects for 2005 and he provided a copy of those as well. In addition, he has listed staff initiated objective as well.

Brainstorming future (5-year) Township needs/issues

. Mr. Blain envisioned the Township to build out a five-year budget. He noted that the police strategic plan is completed, and he suggested that this should be completed for each department to list the projected projects for the next five years. After this is completed, he would like to target cost ranges and build out some financial statements for next five years. He noted that this would help the Township to know where it will be in five years, as far as need to raise taxes or cut services. He suggested that the projects should be prioritized as well.

Mr. Hawk suggested that the Township has made a decision regarding Nyes Road and Conway Road.

Mr. Crissman suggested that the group should follow the list of brainstorming issues/needs that have been identified by staff. He noted that after the lists are formed, then the issues or projects should be prioritized.

Township

Mr. Wolfe noted that the Township has identified the cost of the post-retirement benefits, and a decision must be made as to whether it would be funded, and if it is funded on an annual basis, how this would be funded. Currently, the cost of the minimum municipal obligation (MMO) for post-retirement benefits for police officers is approximately \$200,000 per year. He noted that it could increase if the police arbitration award grants any of the benefits that the police officers have requested. He noted that he did not know what source would be used to fund the additional \$200,000.

Mr. Wolfe explained that he advertised the Human Resource Manager position at salary of \$55,000. The benefits would bring the total costs to be \$75,000. Mr. Hawk questioned if Mr. Wolfe had received many responses. Mr. Wolfe answered that he had.

Mr. Blain questioned what is the cost for the satellite parking for the Village of Linglestown project. Mr. Wolfe noted that the Board has not decided what it wants to do. He noted that the overall project is funded, but the costs for satellite parking and alley rehabilitation is unknown. Mr. Hawk noted that it is agreed that the satellite parking would be done, but the question is the alley work. Mr. Wolfe noted that the Village of Linglestown Committee will report, at the next workshop meeting, regarding the satellite parking. He noted that he did not know what the costs would be for the parking. Mr. Seeds questioned if the Dauphin County funds could be used for this. Mr. Wolfe answered that they could. Mr. Crissman noted that these three issues, along with the Nyes Road corridor are important, but he questioned if there were any other township-wide issues.

Mr. Blain questioned what other personnel needs there were. He noted that the Board has discussed hiring an Assistant Township Manager in the future. He noted that he did not know if the Township would need to hire an assistant Township Manager if a Human Resource Manager was hired. He explained that one issue before the Audit Committee is transition planning. He noted that there is no transition plan for the different positions. Mr. Hawk noted that this would involve numerous positions.

Mr. Wolfe noted that the Board members need to appoint someone to the Vacancy Board for its own transition plan. He noted that without one, there would be a problem. Mr. Blain suggested that Mr. Hoffer was the suggested choice. Mr. Wolfe noted that it was decided to wait until all five members were present at a meeting to make a decision. Mr. Wolfe noted that the purpose for this meeting is to identify needs, and no decision must be made at this time.

Ms. Speakman suggested that the Township would need a computerized system that would reach the other buildings in order to communicate to each other. Mr. Blain suggested that it would be an enterprise-wide system. Ms. Speakman suggested that it would be expensive to do this. She noted that she has upgraded her programs, but has not paid for a new program for ten or eleven years.

Mr. Wolfe noted that technology is an expensive item, and he is trying to decide the best way to update the website. Mr. Luetchford noted that he would like to provide computerized registration, but it is very expensive to do this. Mr. Wolfe noted that the Township does not accept credit card payments at the municipal center yet, so there is a technology deficit.

Mr. Seeds suggested that Mr. Weisinger could develop a plan. Mr. Wolfe noted that it is important to know how much the Township wants to spend. Mr. Crissman suggested that we should not talk about costs at this time, but rather let him create a list with cost amounts. Mr. Blain suggested that the Mr. Weisinger could come back with a sketch plan to show the Township needs, for instance, updates to desktop computers, upgraded software, or various other upgrades. Mr. Wolfe noted that it is important to identify how much time you want to take to get there, and suggested that Mr. Weisinger should identify potential needs and reasons for the needs.

Mr. Wolfe noted that the Township has tried to hire an in-house engineer, given the amount of construction and development that is occurring in the Township. Mr. Wolfe noted that Mr. Robbins and Mr. Weaver would dearly like to have an in-house engineer. Mr. Robbins noted that there are many benefits to have a Township Engineer. He noted that it would give the Township more time to control a project before it gets to the construction phase. He noted that it would not necessarily be cost affective, but it would improve the Township's ability to provide services.

Mr. Seeds noted that the Authority reimburses the Township, and that they pay CET a large amount of money to review plans, and they do a good job. He noted that there is benefits of having one person review the plans for both the sewer and community development departments. He stated that the engineer wouldn't need to do all the reviews, but would be the person to note

that there are specific problems and note that items need to be corrected. He noted that it would provide for better continuity for plan reviews. Mr. Crissman noted that there would be more consistency with only one person reviewing the plans rather than having different companies reviewing the plans. Chief Bair noted that there are traffic studies that no one in the police department is trained or qualified to perform, and suggested that the engineer could review the Public Safety plans as well. Mr. Seeds noted that the Authority could fund part of the engineer position. Mr. Wolfe noted that the costs for a Human Resource Manager would be partially funded by the Sewer as well, but suggested that it would be more like a 50/50 split for an engineer.

Mr. Wolfe noted that there are many municipalities the same size as Lower Paxton that operate with an assistant manager, Human Resource Manager, and Risk Manager. He noted that Springettsbury Township has a Public Relations Coordinator. He noted that he would not promote growing to that level and he would be hesitant to create too many jobs. Mr. Blain suggested that the focus should be on the actual need, and how the need benefits the community using tax dollars. He noted that it would make sense to hire a Township Engineer since there would be a cost benefit to do this, especially if the person works between the different departments. He suggested that an Assistant Township Manager should be added to the list as a long range goal. He noted that technology is another obvious need.

Public Works

Mr. Wolfe noted that he found it easy to put together a list of needs for this department, as well as for the Police Department. He noted that the Police Department is very personnel and operations oriented.

Mr. Wolfe noted that there is a very detailed capital facilities plan for the Sewer Department. It is known how much is needed to be spent for the I & I Program for a long period of time.

Mr. Wolfe noted that there is a need for added staff and also for room to house the additional staff. He noted that the Public Works building was built in 1985, and there is a need for additional room. Mr. Blain suggested that there is room to expand the facility, but he questioned how understaffed Mr. Robbins was. Mr. Robbins noted that the work performed at the Township parks is a very big part of what his Department does during the summer months, and there is a need in this area. He also recommends an additional crew leader for the parks work. He noted that someone needs to be able to identify the needs and plan for this. He noted that he meets with Mr. Luetchford weekly, but it would be good to have someone, on the same

level as Mr. Wetzel, to perform this work. He noted that currently, Mr. Luetchford provides him with a list of things to do, and he sends someone out to identify what it will take to get it done. He noted that when the parks are closed, this person could be planning the scope of work and schedule. He noted that many repair jobs can be completed over the winter months indoors.

Mr. Seeds questioned if Mr. Robbins would recommend a park foreman in addition to the two foremen that work for the Public Works Department. Mr. Robbins answered that he would. Mr. Wolfe noted that it would be good to have an Operations Manager. He noted that an Operations Manager would be comparable to an assistant department head. He noted that the budget for this Department is over \$2.5 million, and there is no one that could step in regarding succession planning. He noted that there are two foremen, but they are not management level. Mr. Crissman questioned if the foremen were union members. Mr. Wolfe answered that they are non-union members. Mr. Stine noted that they are not management people, as you would normally think of; they have no training in management; they are crew leaders.

Mr. Robbins noted that he has made many changes in the Public Works Department, but it takes time as some people are used to doing things a certain way. He noted that it takes a management level person to see that things are done more productively. For example, if the Continental Storm Sewer Project would have been bid and paid through prevailing wages, it would have cost \$80,000 to \$100,000, but the Township completed that work for \$35,000, but it required him to complete a tremendous amount of work to do it. Mr. Seeds questioned if that counted the labor costs. Mr. Robbins answered that it did not. He noted that Parks work is an important part of what his department does, and there is a need for more workers as well as a staff person to work directly beneath him to communicate on a closer level, and disseminate the work.

Mr. Wolfe noted that he included a list of capital needs to include: traffic signals (Londonderry and Arlington Avenue; Londonderry Avenue and Avila Road; Colonial Road and Earl Drive; Crums Mill and Linglestown Roads; Colonial and McIntosh Roads; and improvements must be made to Colonial Road and Crums Mill/Devonshire Roads.) He noted that three locations for improvements have been identified for Colonial Road, and that he heard that PENNDOT is considering a signal for Mountain Road and Blue Ridge Avenue. Mr. Seeds suggested that after Colonial Road is improved then Mountain Road would need work as well. Mr. Wolfe noted that both Pinnacle Health and Triple Crown Corporation have stated that they are willing to do their share, but no one, other than Commerce Bank, has taken responsibility to pay for the entire traffic signal installation. Mr. Seeds noted that if Mr. DiSanto gets his

additional lots, he would be willing to spend \$1.8 million for the over-vertical on McIntosh Road. Mr. Wolfe noted that that was for total improvements to include internal improvements to Crums Mill Road as well. He noted that the hospital has stated that they are willing to pay their fair share for improvements for Londonderry Road. Mr. Wolfe noted that a traffic signal costs over \$250,000, and with four or five new traffic signals expected, it is key that people should pay their fair share.

Mr. Seeds noted that the Township needs improvements to the north/south corridors. He noted that Colonial and Mountain Roads both need a lot of work. Chief Bair noted that there are existing roadways that would require drastic improvements in the next five years. He noted that it might be something as simple as a slight widening to add a berm, or adding sidewalks. He noted that the Devonshire/Devonshire Heights roadway is structurally sound, but there is no berm or sidewalks in the area, and no means for pedestrian transportation along that roadway. He noted that a tremendous amount of traffic uses the roadway and it is still posted at 25 mph because of the roadway design. He suggested if improvements were made, the speed limit could be increased to 35 mph. Mr. Seeds questioned if sidewalks should be added from the Paxton Town Centre to Devonshire Heights Road. Chief Bair noted that a tremendous amount of traffic uses Devonshire Heights Road to Devonshire Road to avoid using Rt. 22. He noted that the traffic has tripled on those roads since the build out of Amber Fields, and the new developments along Nyes Road. He noted that more and more people are riding bicycles or walking along those roads, and there are no accommodations for bicycles and pedestrians.

Mr. Wolfe noted that he included the printout from the Comprehensive Plan, which identifies large-scale improvements. He noted that Lower Paxton Township has very few streetlights, and this became an issue with the fatal accident that occurred in April along Mountain Road. He noted that it will become an issue as traffic density increases.

Mr. Robbins noted that signal maintenance, and an aging infrastructure is an important issue. He noted that he has had PERC take pictures from the buckets when they are working on the lights, and requested that they send a report for a intersection. He questioned if a problem with a rusty bolt is a structural issue or some other type of issue, and noted that some of the intersections will require a lot of work in the near future. Mr. Wolfe noted that many of the traffic signals are 20 years or more years old, and the facilities will need to be completely replaced. Mr. Robbins noted that a signal on span wire that needs repair should be reconsidered for upgrade to a mast arm. He noted that the new signals are using mast arms. Mr. Crissman questioned if Mr. Robbins was planning a signal replacement maintenance schedule. Mr.

Robbins answered that he going to establish a plan to prioritize what needs to be done. He noted that a mast arm replacement for Rt. 22 would cost \$150,000. Mr. Crissman suggested that a cycling replacement plan would be needed for budget development. Mr. Crissman questioned if a fleet management program has been established. Mr. Wolfe noted that an informal program has been projected based on years and mileage. Mr. Robbins noted that there is a break point for maintenance for trucks when you fail to be cost effective; especially since road salt has a major affect on these vehicles. Mr. Crissman noted that this would help with budgetary purposes.

Mr. Weaver noted that when the Authority considers doing sewer replacements in the Paxton Creek area, the residents will demand stormsewers for the area, and the Authority cannot fund these projects. He noted that it would make sense to do these projects at the same time. Mr. Wolfe noted that the further along the Township gets into the I & I Program, the more it learns the relationship between stormwater, how the water gets into the sanitary sewers, and it becomes very difficult to correct the I & I problem if you don't correct the accompanying stormsewer problems. Mr. Robbins noted that another issue is that all the utilities should be contacted to ensure that there are no drainage issues.

Mr. Wolfe noted that a significant problem for the Spring Creek Basin is the storm sewers, sanitary sewers and road conditions, and what to do with curbs and sidewalks. He noted that, in many places, the curbs and sidewalks are unraveling. Mr. Robbins noted that curb costs roughly \$37 a foot. He noted that in many areas, there is only a 2-inch. reveal for the curb, and he unusually matches it. Chief Bair questioned if the curb is a Township replacement issue. Mr. Robbins answered that the curb and sidewalk are the homeowner's responsibility. Chief Bair questioned if the Township could require the homeowner to replace the curb. Mr. Stine noted that the Township could perform an assessment program if they chose to do so. Mr. Weaver noted that most of the curbing is gone in the Spring Creek Basin. Mr. Robbins suggested that it is the result of a combination of the lack of maintenance and construction.

Mr. Blain suggested that the leaf waste collection program should be rebid after the five-year contract is up with Waste Management. Mr. Wolfe noted that he did not disagree with that, however, before the contract was negotiated, leaf waste was a township-wide service for \$1.62 a month. He noted that this was a huge issue with the Township residents. Mr. Blain suggested that it was a problem in that the service was only provided twice monthly starting in June. Mr. Wolfe noted that the service was for the same time schedule the Township adopted. Mr. Blain noted that the people argued that the leaf waste materials were not picked up in spring. Mr. Seeds noted that the citizen uproar occurred before this service; he noted that people did not want to pay for

something they did not use. Mr. Wolfe noted that, for most municipalities, the waste management company picks up all the leaf waste, taking it to their compost facility. Mr. Blain noted that Penn Waste stated that they would pick up the leaf waste throughout the entire year.

Mr. Weaver questioned why the Township does not make the leaf waste program mandatory. Mr. Wolfe noted that the residents did not want this service. Mr. Seeds noted that the Community Service Officers are working the compost facility and he suggested that this should continue, at least for Saturday's service. Mr. Wolfe noted that the service would continue until June, depending on the weather conditions. Mr. Seeds suggested that a fee should be charged for residents to dump leaf waste at the facility, and that that a non-resident fee could be charged as well. He stated if someone is paid to man the facility, then a fee should be charged to the citizens, and stated that he would not mind paying for the service. He noted that it would help to subsidize the leaf waste program, and stated that 500 customers using the facility on a Saturday could be charged \$2 a load and that would be a nice earning for the Township. Mr. Crissman questioned how you would charge people for the service. Mr. Wolfe answered that Mr. Robbins has been looking into this, and a charge could be made per bag, per load or other means. Mr. Blain suggested that people could purchase an annual license fee. Mr. Seeds suggested that the Township could justify charging residents to dump leaf waste at the facility. Mr. Wolfe noted that a resident could dump on a per-bag basis or pay for a one-time license. Mr. Seeds made a recommendation that staff come up with a program for this. Mr. Crissman noted that although he pays the yearly fee, he also occasionally dumps leaf waste at the compost site. Mr. Seeds suggested that he would be allowed to dump free. Mr. Hornung noted that the \$66 does not cover half the cost of picking up the leaf waste for a year. He questioned who would object to a \$1 per bag fee or \$10 per truck. He questioned where else could a person go to dump their leaf waste materials. Mr. Wolfe noted that there was a room full of people who did not want to pay the additional monthly charge. Mr. Hornung noted that this is different, as this service is above and beyond what is mandated. He noted that a \$10 per load fee is not a lot to charge. Mr. Wolfe noted that the Township expected more people to sign up for the service at \$60 per year, but 75% of the people chose not to sign up for the service. Mr. Robbins noted that one of the advantages to having the facility staffed is that there is a much cleaner waste stream, and he is not spending a large amount of time separating brush and leaves. He noted that this has made staff's job much easier. He noted that the people are happy that the facility has been manned and are instructed where to dump their materials. Mr. Wolfe noted that he has asked Mr. Robbins to move the

facility further away from Kendale Oaks because development will start there in the near future. He noted that he is also looking into developing a fenced facility that is more operational.

Mr. Wolfe questioned if there is a need for a northside facility, and suggested that Wolfersberger Park could be used as a possible site. Mr. Blain noted that it would make sense to do this. Mr. Wolfe noted the only drawback would be equipment use, and the need to transport equipment to and from both facilities. Mr. Blain suggested that the Township could hire a grinding crew to come in and do this on a periodic basis. Mr. Wolfe noted that this has been done in the past, and suggested that the state might fund additional equipment.

Mr. Wolfe noted that these suggestions for leaf waste should be studied to be implemented next year.

Mr. Blain questioned if the CSO's are present on Tuesdays, Thursdays, and Saturdays all day. Mr. Robbins noted that the CSO is there from 7:30 a.m. to 2:30 p.m. during the week and all day Saturday. The Public Works department mans the facility during the week from 2:30 p.m. to 5:00 p.m. He questioned what the CSO would be doing if he were not working at the compost facility. Chief Bair noted that they would be inspecting the parks, etc. Mr. Wolfe noted that these are extra hours that are paid to the CSO's to perform this work. Mr. Blain noted that some type of fee should be charged to defray the costs of manning the facility. Mr. Wolfe suggested that the facility would not be used as much in July and August, but the service would resume in the fall of the year. Mr. Robbins noted that many contractors were using the facility to bring items that were not allowed, and that tree companies used the facility as dumping grounds. He noted that those contractors are charging the customer for disposal, and then dumping the tree waste for free at the compost facility.

Park and Recreation

Mr. Wolfe noted that the completion of the Thomas B. George Jr. Park would continue into next year. He noted that staff questioned what would be done with the Wolfersberger Tract. He noted that it could be developed as a park or sold to a developer to purchase additional land in the northwest or southwest quadrants as determined by the Comprehensive Plan. He noted that the Township could work with the Soccer Association and allow them to develop the land. Mr. Luetchford noted that the Soccer Association has indicated an interest in the front 50 acres, but not the 43 acres to the rear. Mr. Blain suggested that it would be a good idea if CASA gave up the other fields that they use in the Township to allow other sports to use them. Mr. Luetchford suggested that negotiations could be entered into to use Ranger Park and the Wolfersberger Tract. He noted that CASA would continue to use whatever land they could find for practice

sessions, but use the other two parks for games. He noted that they would like to build a soccer field at the Thomas B. George Jr. Park and the Wolfersberger Park. He noted that the soccer association would want permanent places to include parking lots, and Wenrich Street would need to be rebuilt.

Mr. Luetchford questioned if there had been any discussion regarding the Yingst property or a land trade. Mr. Wolfe noted that he has not heard anything from Mr. Yingst for a long time. Mr. Hornung suggested that he may want to develop the land as a TND.

Mr. Seeds questioned how much of the land is developable on the Wolfersberger Tract. Mr. Luetchford noted that the first 50 acres is flat, but the back 43 acres are rolling hills. Mr. Seeds noted that CASA would want the developable land, and the Township would have the rolling hills. Mr. Hornung suggested that it is a win-win situation to provide CASA with a long-term lease and allow them to develop the land. He noted that parks are expensive to build and maintain and it would be smart to let them develop the land. He suggested that it would build more community spirit. Mr. Seeds noted that if this happened, then they should be satisfied with that and not ask for more playing fields. Chief Bair questioned if CASA would have to develop the park to Township specifications or as they saw fit. Mr. Hornung suggested that they would develop the park to the Township's specifications. Mr. Hawk suggested that they would develop it to their own needs, particularly if the Township was willing to lease the land. He noted that stipulations would be added to the lease. Mr. Luetchford noted that they would need a land development plan, and to pay for some of the roadway improvements. Mr. Crissman noted that they should be willing to give up some of their other playing fields in order that they do not have a monopoly of all the fields.

Mr. Hawk noted that the Dauphin County Authority leased Seibert Park, and the organization was responsible for insurance, to do the upgrades and for maintenance. He noted that it was used as a moneymaker for the organization. Mr. Seeds questioned how much the Township owes on the land. Mr. Luetchford noted that the Township has four years of payments left on the property. Mr. Luetchford questioned if the name would be retained. Mr. Seeds suggested that the name must remain. Mr. Luetchford noted that CASA would deny people the use of the area and fence it off. Mr. Crissman questioned how the Parks and Recreation Board would vote on this. Mr. Luetchford suggested that they would resist the idea, if it was to remain a Township park, then they would want a collection of community mixing. Mr. Hawk suggested that it would not be a Township park, rather it would be property leased to the Soccer

Association. Mr. Luetchford noted that the benefit would be that George Park and Lingle Park would be used less by the soccer associations.

Mr. Seeds questioned if the rear 40-acres would be kept for passage. Mr. Luetchford noted that a common driveway would be built. Mr. Wolfe suggested that it could become the northwest compost facility. Mr. Seeds noted that he did not think the CASA would prevent people from walking on their fields. Mr. Luetchford noted that during wet weather conditions at Ranger Fields, CASA puts up a sign stating that it is closed, and people have been yelled at for walking on their fields. Mr. Wolfe noted that the same response could be found from the other organizations regarding the baseball fields. Mr. Seeds noted that the baseball associations take great care to maintain their fields. Mr. Hornung noted that you would want people to take ownership of their work. Mr. Wolfe noted that the lease agreement could mandate certain accessibility to the community. Mr. Wolfe noted that he would prepare a policy statement prior to speaking to the Park and Recreation Operating Board.

Mr. Hornung noted that there are various means of funding available to CASA if they make this happen to develop the land. Mr. Crissman noted that CASA is looking into federal funds as well. Mr. Hawk noted that CASA has indicated that they have substantial funds to develop a park. Mr. Luetchford noted that CASA claims to have \$150,000 in the bank. Mr. Wolfe noted that they have tried to purchase land but it is not cheap. Ms. Speakman suggested that it would be expensive to develop the soccer fields.

Mr. Wolfe questioned what is to be done regarding Heroes Grove. He noted that the project will cost between \$4 million to \$5 million dollars to complete. He questioned what participation the Township would have in this project other than the donation of land, and he questioned if it should be included in the capital plan. Mr. Seeds stated that it is a County project, not a Township project. Mr. Hawk noted that the Township donated the land. Mr. Seeds stated that it is a lot of money to spend for the project. Mr. Hawk suggested that it would take a long time to develop the park. Mr. Crissman questioned who would maintain the park and make the repairs. Mr. Wolfe noted that the Township donated that land and that will be the Township's participation. Mr. Hawk noted that the organization was looking for a donation of \$25,000 from the Township. It was noted that there have been so many needs for donations for various projects that it is getting difficult to solicit funds.

Mr. Luetchford explained that the Operating Board would be interviewing possible committee members and a consultant for the Greenway Planning Committee, and hopefully in the fall, he would begin the process of reviewing the entire Township to discuss possibilities for

pathways and bikeways. He suggested that he hopes to have a report within the year to identify possible greenways and bike paths that could be developed in the next 20 years. He noted that with development in the Township, it would become harder and harder to make the greenway works.

Mr. Luetchford noted that they are beginning the bike paths for Nyes Road, and the land along Huntleigh, Nyes Road, Blue Mountain and the Boyd Big Tree conservation area part of the planning for greenways. He noted that recommendations would be available within the year.

Mr. Seeds questioned who owned the land near Hocker Park. Mr. Luetchford noted that the Central Pennsylvania Conservation Group has purchased the land, and Mr. Jim Spangler has given permission to survey the land to ask for an easement to the Boyd Big Tree Conservation area. He noted that there is another stretch of land 200 feet wide that is owned by Richard Yingst. Mr. Seeds noted that people walk in the area now, and he suggested that it would be nice to acquire the right-of-way to the Boyd Big Tree Conservation area. Mr. Luetchford noted that a decision must be made as to who would maintain the area, especially since the state grounds are a major attraction. Mr. Seeds noted that it would be logical to have the state maintain it.

Mr. Wolfe questioned what would happen with the Koons Pool. Mr. Luetchford noted that the Committee nearly closed the pool this year, and he does not see them operating the pool for much longer. Mr. Wolfe questioned what the Township would do when the organization becomes defunct. Mr. Hornung noted that the Township owns the land, but does not own the facilities. He questioned if the Koons Park Operating Board walked away from the pool, would the Township have to acquire it. Ms. Speakman suggested if they vacate the pool, the Township could do whatever its wants with it. Mr. Hornung suggested that they would have to sign off on the facility. Mr. Wolfe questioned if the expectation is to maintain the pool, or fill it in. Mr. Hornung suggested that it would make the other pools more profitable. Mr. Blain noted that the Koons Pool is a pay-as-you-go, and not a membership pool. Mr. Seeds noted that they do provide for memberships as well. Mr. Blain noted that on Memorial Day he noticed that although the temperature was hot, there was no one in the pool. Mr. Wolfe questioned if the Township wanted to include a Lower Paxton Community Pool in the five-year plan. Mr. Luetchford noted that the Township pools have aging structures that will need to be rebuilt. Mr. Wolfe noted that both Derry and Hampton Townships have very successful community pools, and he questioned if this was something the Township would want to investigate. Mr. Wolfe noted that those two pools are a much bigger operation than what is found in Lower Paxton, and suggested that those pools probably break even on operations. Mr. Hawk suggested that it could be included on the

list. Mr. Wolfe suggested that if this is a possible future expenditure, an identified site should be considered. Mr. Seeds questioned what the Park and Recreation Board thinks. Mr. Luetchford noted that it has never been discussed. Mr. Hornung suggested that it should be included in the 5-year goal plan as a possibility.

Mr. Blain questioned how old the Penn Colonial Pool is. Mr. Seeds suggested that the pool was built in the 1960's. Mr. Hawk noted that they are all struggling for memberships. Chief Bair suggested that many people have their own pools or belong to a County Club.

Mr. Blain noted that Janis Creason was inquiring about water and electric to the site for the construction of Possibility Place at the Thomas B. George Jr. Park. Mr. Luetchford noted that he would be meeting on Thursday with PPL and they should be moving their poles along Nyes Road. He suggested that the road should be widen in the next few weeks, and that water would be available for the project. Mr. Blain noted that he told Ms. Creason that Mr. Luetchford needed to be involved in the discussions of the playground covering due to insurance issues. He noted that she agreed with this.

Mr. Blain questioned Ms. Creason regarding the inspection of the construction site and equipment. He noted that she told him that Leathers and Associates have a playground inspector that will be on-site the entire time. He is a certified playground inspector that will certify the site upon completion. He noted that the Township's building inspector would also stop periodically to inspect the work to make sure it meets the code requirements. Mr. Wolfe noted that he would need construction plans, and specifications for the building inspections.

Mr. Luetchford noted that numerous requests have been received for a dog park. He noted that the Parks and Recreation Board has discussed, with Victor Banks and other people from his community, the possibility of developing a dog park in the land fill area. He noted that it was also suggested to add other facilities as well. He noted that the Parks and Recreation Board conducted one meeting, with limited success, due to the time constraints, but another is scheduled for September, and the entire Township would be invited to attend to voice their ideas as to what they would like to see in a park. He noted that a driving range was suggested as well. Mr. Wolfe noted that a dog park would be an inexpensive item to build.

Mr. Wolfe questioned if a northwest and southeast quadrant future park should be a consideration for the next five years. Mr. Hornung suggested that he is all parked out. He noted that he is concerned regarding the operational costs. Mr. Seeds noted that the Wolfersberger tract would need to be developed. Mr. Luetchford noted that they were identified as a need in the Comprehensive Plan.

Mr. Crissman questioned what the Park and Recreation Board has discussed regarding this issue. Mr. Luetchford suggested that the landfill may fulfill the southeast quadrant requirement, and there is a potential opportunity for the northwest quadrant with the Stray Winds Farm development. Mr. Wolfe noted that Triple Crown Corporation would provide the fee-in-lieu instead of parkland. He noted that there is the Wolfersberger tract, and 20 acres off of Parkway West owned by Pearl Spangler, who recently died. He noted that Mr. Spangler has offered to give the Township the first offer to purchase the land.

Mr. Wolfe noted that most developers doing business in the northwest are not proposing park development. He noted that Mr. Mahoney is talking about closing the Sportsman's Golf course, and he does not see that area opening up for any parkland. Mr. Hawk suggested that the people living in that area would not use a park if one was built. He suggested that they may have too many things in their own backyard to keep them busy. Mr. Blain noted that they are using the little tennis court parks. Mr. Blain noted that the southeast area does not need additional parks due to the close proximity of Thomas B. George Jr. Park.

Mr. Hornung questioned what the projection of children would be in the next ten to twenty years. Mr. Crissman suggested that that information could be gain from the Pennsylvania Economy League (PEL). Mr. Blain suggested that the population for children is starting to decline. Mr. Hornung suggested if the population of children decreases, then there would be no need for additional parks. Mr. Wolfe noted that with the aging population, there would be a decrease in the number of children per household, but the Township is still a growing community. Mr. Wolfe suggested that there would be a steady growth of school-age children from the community over the next ten years. He suggested that a larger increase would occur in West Hanover Township. He noted that the growth of single-family homes usually comes with children. Mr. Crissman noted that this information could be received from the PEL.

Mr. Seeds questioned if the proposed purchase of 14 acres on Commerce Drive could be use for parkland. Mr. Stine noted that only five of the acres are usable. Mr. Wolfe noted that the land is in Susquehanna Township. Mr. Weaver noted that Mr. Kunkel stated that he would never sell or develop his land.

Mr. Wolfe noted that the full-time staffing level for the FCC has not increased, and that the FCC is operating with less full-time staffing hours than it had in the past. Mr. Luetchford noted that the programming has tripled over the past few years, and more than a third of the programs were full which resulted in the offering of more duplicate programs. He noted that he had over 150 participants on a waiting list after the programs were filled. Mr. Luetchford noted

that the basketball league that just started had over 1,400 children enrolled. Mr. Seeds questioned how many participants are Township residents. Mr. Luetchford noted that last year it was 60%. He noted that most of the teams are sponsored, but the Township has added five to ten teams as well. He noted that there are 122 teams at Brightbill Park. He noted that the in-line hockey would explode at the new Thomas B. George Jr. Park. He noted that the skateboarding park would be very popular too.

Mr. Luetchford noted that there are ten full-time workers and 290 part-time workers at the FCC. He noted that there are numerous workers who only work during the summer months at the various parks and some of these people need to be retrained every year. He noted that part-time personnel complete the league coordination, and it might be better to have these jobs completed by full-time employees for better consistency. He noted that, in some cases, a lack of communication has occurred between the different workers.

Mr. Crissman questioned Mr. Luetchford how much time he spends on FCC duties. Mr. Luetchford answered that he spends 85% of his time on the FCC. He noted that he is very busy with the George Park construction and issues. Mr. Crissman questioned who would be second in the succession plan for the FCC. Mr. Wolfe answered that it would be Lynne Wuestner. Mr. Crissman suggested that additional staff should be added to the list.

FIRE and EMS Services

Mr. Wolfe noted that the volunteer fire system has issues and a full-time paid fire fighting system would be a tremendous expenditure. Mr. Wolfe requested Chief Bair to give an update on the Fire Equipment Capital Plan. Chief Bair noted that the three fire chiefs and presidents have created a list of equipment to be purchased, and the justification for replacement. He noted that the three fire companies are in the process of securing estimates for the property that they want to have replaced. In addition, the fire companies are reviewing specifications for new equipment. He noted that once this is received, then a discussion would be scheduled with the Board of Supervisors. He noted that they have completed an in-house study of the ISO rating and determined that there would be no change to the rating if they purchased the new equipment. Mr. Hawk suggested that the three fire companies would want simultaneous replacement. Ms. Speakman noted that there is only \$737,375 in the fund at this time.

Mr. Crissman questioned if the fire companies have devised an equipment recycling plan. Mr. Wolfe noted that the Fire Equipment Capital Plan has identified nine pieces of equipment that are to be replaced every 18 years. He noted that the plan fell behind, but it addressed the

individual needs for each fire company, and the Township purchased the equipment based on the availability of funds as opposed to what was identified in the procurement plan.

Mr. Wolfe noted that there has been discussion for years about conducting an independent fire services study. He suggested that this current process may keep the fire companies happy for a while. Chief Bair noted that they have identified which of the three pieces of fire equipment should be purchased first. He noted that the Linglestown's tanker is the highest priority for replacement. He noted that the Township's fire equipment is far above what is found in the other local municipalities, however there are pieces of equipment that need improvement.

Mr. Wolfe noted that there is a problem that when you purchase for one Fire Company the other fire companies expect the same. Mr. Crissman noted that a good replacement plan would prevent this from occurring. He suggested that an independent fire study would review the needs as a whole and not as individual fire companies. Mr. Blain noted that the Linglestown Fire Company has more members than it can use, but that is not the case for the other two fire companies, and he questioned if they should be combined into the Lower Paxton Township Fire Services. He noted that this would spread the membership out to the other fire companies. Mr. Seeds noted that it is a good idea, but he did not think this is the time to do that. Chief Bair suggested that it would be a good idea to conduct an independent fire services study. He noted that due to the competition, a good fire study could never be completed from within. He noted that someone from the outside should complete this. He noted that the reason Linglestown has such good volunteers is due to community they live in. Mr. Seeds noted that it is a close-knit community. He noted that over 30 volunteers from the Linglestown Fire Company marched in the parade on Memorial Day. Mr. Crissman suggested that the study is important to determine what the needs are for the Township, and to determine how to budget for future needs.

Chief Bair noted that the three fire companies will not buy redundant equipment. He noted that they realize that they need to purchase different equipment to provide a variety of services for the community. Mr. Seeds questioned how the Board members could get the fire companies to merge, to work together to form a more efficient running Township fire company. Chief Bair noted that he tried to get the three fire companies to agree to one policy and procedure manual. He noted that it would be good if all three fire companies operated under one policy as there would be no confusion at an incident scene. He noted that he has asked them to do this over two years ago. He noted that this would be the first step in the process. He noted that he cannot force them to do anything, but suggested that it could be tied into the Fire Equipment Capital Fund. Mr. Seeds suggested that one purpose of the Public Safety Committee should be to share

and have unity between the different fire companies. Mr. Wolfe noted that the Committee has accomplished this. He noted that at this point, an outside look and Board intervention is needed. Mr. Seeds noted that the Public Safety Committee seems to work. Chief Bair noted that it provides an opportunity for the three fire companies, police department and EMS services to communicate to each other.

Mr. Wolfe noted that reaching the next step for the fire companies would not occur within the Public Safety Committee. He noted that there has been discussion regarding a fire services study in the past. He noted that the study would tend to lean more towards a consolidation of the fire companies, and suggested that it would not make sense to conduct a study if there is no intention to implement the results of the study. Mr. Seeds questioned if there was a need to conduct an equipment study. Mr. Wolfe suggested that it would make sense since the Township is spending a lot of money, and does not know if it is necessary. Mr. Crissman noted that that would be part of the second bullet item listed, to undertake an independent fire services study. Mr. Hawk noted that a comprehensive study may very well show that the three fire companies should band together. Mr. Seeds suggested that the Township would be in trouble if they all quit as a result of the study. Mr. Stine noted that the fire services originated from organizations that would compete to fight fires. He noted that they would actually fight with each other to determine who would fight the fire and whoever won the fight would put out the fire and put their seal on the house, and that house then belonged to that fire company. He noted that the organization has a history of having its own separate companies.

Mr. Wolfe suggested that the study could include the equipment, organizational structure and efficiencies, and geography. He noted that the study could be designed to study only one of the components, such as equipment. Mr. Seeds suggested that it should only include the equipment. Mr. Crissman suggested that the study should identify the needs and not the wants. Mr. Crissman suggested that the fire companies should join in the process as well.

Mr. Blain noted that this would lead into the volunteerism issue. He noted that the next step after the study would be to discuss the strengths, and weaknesses. Mr. Crissman noted that it would be good to find out what Linglestown Fire Company does to attract all the volunteers to model for the other fire companies. Chief Bair suggested that the three fire companies would agree to the study in the hopes that the recommendation of the study would be a paid fire company. Mr. Hawk noted that it is essential to complete the study and to get their buy-in ahead of time. Chief Bair noted that he would discuss this at the next Public Safety Committee meeting.

Mr. Hawk noted that his wife recently toured the new Colonial Park Fire Company and was astounded at what they had in the facility. He questioned if they bought above their needs. Chief Bair noted that they had federal funds to pay for the training room, and many of the other rooms, such as the kitchens were donated by businesses. Mr. Crissman suggested that the approach to take to explain the study to the fire companies is to improve what is already working. Chief Bair noted that they are used to studies, such as the ISO Survey.

Emergency Medical Services

Mr. Wolfe noted that SCEMS is not in any immediate need, but ultimately it is not the most efficient operation. Mr. Seeds noted that the costs of services are going up, but the Medicare reimbursement has stayed the same. He suggested that they may not last five years. Mr. Seeds noted that they need to go to each Township they service and request more funds. Chief Bair noted that according to their records, 70% of all their calls are in Lower Paxton Township, and the Township should pay their fair share.

Mr. Seeds noted that SCEMS conducted another study and found that they need a new building. He suggested that they should look at the old sewer building on Locust Street. Mr. Blain noted that old Colonial Park Fire Station on Firehouse Lane would have been excellent for them. Mr. Seeds noted that they stated that it was not close enough to a major road for access to calls. Mr. Seeds noted that SCEMS likes the Paxtonia area and they insist that their studies state that that is the location that they should be in. He noted that he instructed Mr. Calhoun to let the Board know what SCEMS needs to use the facility.

Mr. Seeds suggested that an outside organization should study SCEMS operations to determine how it could run more efficiently. He noted that SCEMS is in trouble and he suggested that the Township needs to make provisions in case it would fold and close. He suggested that they could use the facility on Lockwillow Avenue, and if SCEMS would go bankrupt, then the Township would own the facility and have access to the ambulances. He suggested that without new management and direction, SCEMS will fold within the next five years.

Mr. Blain questioned what the contingency plan should be. Mr. Seeds suggested that in lieu of money, the Township could allow SCEMS to use the facility free. He suggested that they should approach all the Townships and tell them what they need to continue provide services to their communities. Mr. Blain suggested that the ball is in the court of the Township to demand that Mr. Calhoun step down.

Mr. Seeds noted that SCEMS lost 20 members in the last month. He noted that the SCEMS Board has voted to raise salaries to keep people from leaving, even though the Board does not have the funds to pay it. Mr. Wolfe noted that everyone knows that there is no justification to pay Mr. Calhoun what he is paid. Mr. Blain noted that if the majority of runs are in the Township, and the Township is responsible to provide EMS services to the residents, and there is a poorly run organization run by someone, and they are going to ask for more money to run the association, then the Township should either have Mr. Calhoun step down or make contingency plans to pull out of SCEMS. He noted that the Township must be willing to back whatever it decides to do. Mr. Seeds noted that whatever the Township does, it would cost more money, and the day is coming when there would be a need to add emergency medical services tax. Mr. Crissman noted that he would not want to be caught in this dilemma and not be prepared for it. Mr. Blain noted that this message would resonate back to the SCEMS Operations' Board to do something. He stated that it would not fix the problem. Mr. Blain noted that there needs to be a leadership change at the top with new ideas for how to function. Mr. Crissman noted that SCEMS cannot function without the Township's money. Mr. Seeds noted that they need to get more money from the other Township's as well.

Mr. Hawk noted that all the hospitals have lost their ambulance services, and Medicare only reimburses at less than cost, and part of the problem is due to the Medicare reimbursements. He noted that it is very hard to maintain an ambulance service and make it profitable. Mr. Blain agreed, but if that is the case, then SCEMS must find other sources of revenue or new generation opportunities.

Mr. Seeds recommended that more talks be schedule for the use of the old Sewer Authority Building. Mr. Crissman noted that he did not know what another meeting would accomplish. Mr. Blain noted that there are ambulance associations that are doing well. Mr. Hornung questioned how you would find out what they are doing right. Mr. Crissman suggested that the Township could contact an association to find out what they are doing well. Mr. Wolfe noted that he added it to the list.

Mr. Hawk suggested that the Township should take a hard stance with Mr. Calhoun. Mr. Seeds suggested that the Township should make provisions to take over the operations if it is needed. Chief Bair noted that some fire companies provide EMS services and there are funds available for fire companies to provide these services. A question was asked if Life Team was running a good operation. It was noted that Pinnacle Health was subsidizing their operations.

Police Department

Chief Bair noted that he has prepared the 2006 Vision Plan and he has no projections for expenses other than a mobile filing system. Mr. Hornung suggested that there may be used systems for sale. Mr. Wolfe noted that, for the most part, the personnel and organizational structure has been addressed which is 90% of the Police Department's budget. Chief Bair noted that he would need some technology improvements in the next five years as well.

Sewer Department

Mr. Wolfe noted that the Authority has an identified detailed plan of action that it is implementing where possible. In addition, the Authority is working with Susquehanna Township on issues that may provide for a decision as to how to address Paxton Creek Basin by either storage, joint effort with the City of Harrisburg, or aqua-flow. He noted that a decision must be made if intensive I&I work should be completed by the Township or jointly with Susquehanna Township. Mr. Wolfe noted that there is a need to upgrade the technology for registrations and payments of bills.

Mr. Weaver noted that there will be a need for public relations work with the Chesapeake Bay Study and the need to increase sewer rates in the future. He noted that the \$70 million price tag will be reflected in the Township's rates. Mr. Wolfe noted that the rate increase will continue and get worse so it would be good to plan to have the community prepared for increased rates.

Mr. Weaver noted that he will be meeting with Susquehanna Township in the near future, and once the modeling is approved, then CET will make a recommendation. He noted that Mr. Wetzel and he have completed a lot of planning work for the replacement crews and there are many benefits to replace the sewers in-house. He noted this cuts out the profit for the contractor, and allows the Authority to work with Public Works for storm water complaints and road paving. He noted that the sewers in the Beaver Creek basin are 30 to 40 years old and he questioned how long the infrastructure would last. He noted that some funds could be budgeted into the system. Mr. Crissman noted that Mr. Weaver has a system for making replacements every year, and noted that it would be included as part of the budget. He noted that Mr. Wendle suggested that if you pick an alternative that does not include sewer improvements, then you should have a maintenance budget item in your operations maintenance program where you are replacing sewers. Mr. Crissman noted that it is important to have a replacement budget cycle included in the yearly budget.

Friendship Community Center

Mr. Wolfe noted that there will be an option for a lease extension with Pinnacle Health, and he noted that he did not know if they will exercise their option given the improvements to their facility on Londonderry Road.

Mr. Wolfe noted that there is a need to expand the building, and he noted that this should be part of future considerations. Ms. Speakman noted that the Township could take over the 3,000 square feet leased by Pinnacle Health if they chose not to renew their options. He noted that it could be used for additional programming, office space and storage, but he questioned if there would be a need to expand the recreational needs. Mr. Luetchford noted that the Ballard Study Report noted that the most need for expansion would be in the area of the fitness center or gymnasium.

Mr. Luetchford noted that many of the other local fitness centers have come and gone. Mr. Seeds questioned how you could justify putting on an addition, when you are running a deficient. Mr. Wolfe answered that the addition would be built to attract more revenue. He noted that a market analysis would need to be completed. He noted that when the facility was built, it was known that it was marginal in size given the overall recreational programs offered. He noted that the FCC is at maximum space capability. Mr. Blain questioned if the growth is with the use of the equipment or with the programs and the use of the gym. Mr. Wolfe answered that it was equal.

Mr. Crissman noted that Mr. Luetchford explained that he had to add additional programming or put people on waiting lists. He noted that this should be studied to determine what kind of space was needed for expansion. Mr. Crissman noted that an expansion of the pool would be the most expensive item to recoup the revenue, and that all this data would be needed to make an intelligent decision.

Mr. Crissman noted that at a recent meeting with Nancy Sacunas it was determined that the FCC needs to market family, since that is the strength of the facility. Mr. Wolfe noted that the Township is working on a new marketing program and after it is reviewed by the Operating Board, it would be brought to the Board of Supervisors for their review. He noted that staff is determining how to best use the multi-purpose rooms which are part of the Senior Center.

Mr. Seeds noted that more programs are added since they are very popular. Mr. Luetchford noted that there is an issue that the programs can't interfere with the membership use of the facility. Mr. Seeds questioned if more should be charged for the more popular programs. Mr. Wolfe answered that the Parks and Recreation Department raises rates every year.

Mr. Wolfe noted that the FCC has used rates to channel membership usage. He noted that they found out that the day pass rate was too low, and it became such a hot commodity, that it was adversely affecting memberships. He noted that too many kids came in during the day and monopolized the facility. He noted that that problem went away after the rates were increased, and so did the revenue stream. He noted that it is a delicate balancing act. He noted that the facility is used as close as possible to the maximum given the operational mission. He noted that the Township must provide free space to the Senior Center. Mr. Seeds questioned if the membership should continue to carry the Senior Center. Mr. Luetchford noted that no memberships are generated by the additional areas that need to be heated and cooled for the seniors.

Mr. Hornung suggested with all the planned residential retirement developments, this would attract more seniors to the FCC. He questioned how the FCC could capitalize on this. Mr. Luetchford noted that it must be a focus of the marketing materials. Mr. Crissman noted that seniors do get discounts for some programs. Mr. Luetchford noted that it is a marketing issue. Mr. Hornung noted that the seniors are the most well to do group in the United States and he suggested that catering to them would be better than providing discounts. He noted that seniors want to be treated very special, and they demand special treatment. Mr. Wolfe noted that, in the old multi-purpose rooms, there are plans to develop a Curves-type facility that would caterer to seniors. He noted that there would be a fee for this service.

Mr. Stine explained that he belongs to the Central Penn facility and noted that they have many older members. He noted that it is not the cheapest place, and many of the older men say that they do not like the FCC because it has kids running around the place. He noted that they would prefer their separate facility, and they do not want to deal with small children. Mr. Wolfe noted that in the original concept it was thought that seniors would volunteer to work with children, to baby-sit, etc., and this has not happened. Mr. Wolfe noted that the FCC is family oriented. Mr. Stine noted that the seniors want their own areas.

Mr. Stine questioned if an expansion should be added to the list. Mr. Crissman suggested that it would not hurt to study the data to provide a better decision-making process.

Mr. Seeds suggested that the Township should wait and see what the needs are. Mr. Wolfe noted that the expansion would help with additional programming. Mr. Stine noted that the people at Central Penn pay a monthly fee and he overheard them saying that they have to pay extra for a lot of things at the FCC. Ms. Speakman noted that the majority of people enrolled in programs do not pay membership fees, and she noted that memberships and not programming

generates more revenue. Mr. Crissman suggested that programming can be a marketing tool for memberships.

Mr. Wolfe noted that there have been on-going discussions regarding membership structure and whether it should include programming. Mr. Blain suggested a basic membership, and a high-end membership that would include five programs a year with guaranteed entry to programs.

Mr. Blain noted that the second step to this process would be to schedule a second meeting to prioritize the listed needs. Mr. Wolfe noted that he would summarize the results without the dollar amounts for the next meeting.

Mr. Blain questioned when the next meeting should be scheduled. Mr. Wolfe suggested that he should wait until the Zoning Ordinance public hearing meeting is completed.

Adjournment

There being no further business, Mr. Crissman made a motion to adjourn the meeting. Mr. Blain seconded the motion, and the meeting adjourned at 9:11p.m.

Respectfully submitted,

Maureen Heberle

Approved by,

Gary A. Crissman
Township Secretary